

**Vision Prevention and Public Education
Meeting Minutes for October 9, 2002
Emergency Medical Services Authority
1930 9th Street, Sacramento California
10:00am – 3:00pm**

I. Introductions

Members Present

Jan Ogar (Committee Chair, EMS Commissioner)
Barb Alberson (Department of Health Services)
Andy Stark (League of California Cities)
Colleen Campbell (Alameda County EMS Agency)
Chris Ryther (American Medical Response)
John Brown (San Francisco EMS Agency, EMDAC)
Sharon Pacyna (San Diego County EMS Agency)
Beth Sise (Trauma, Scripps Mercy Hospital)
Olivia Ballasteros
Maureen Phillips (California Poison Control)
Lois Williams (EMSA Staff)

Non-Members Present

Miranda Swanson (EMSA Staff, Vision Project Manager)
Andrea Zeboski (Vision Office)

Jan welcomed the members of the committee and reviewed the minutes from the last meeting (June 21), which were approved by consensus. There were no revisions made to the agenda.

II. Report from the Vision Office

1. EMS Standards and Guidelines / State Plan
 - ? (EMSA #101) The EMSA Staff has received comment for both the Standards and Guidelines and the EMS State Plan. These draft documents will be discussed and released to the EMS constituents for comment at the Vision Conference.
2. Vision Leadership Team
 - ? The next Vision Leadership Team meeting is scheduled for October 16. The focus of all of the Vision committees should be to bring all Vision-related materials to the VLT for review and finalization.
3. Vision Conference
 - ? Miranda gave out the brochures for the final Vision Conference, *Implementing the Vision*, and reviewed the schedule and format for the conference.
 - ? Six people per committee will have travel costs covered. Jan asked that any committee member who needs his or her travel expenses and registration fees reimbursed should contact her as soon as possible.
 - ? November 7 is the deadline for any materials that will be included in the conference packet.

III. Website Presentation – EMS Injury Prevention Project Registry

Ed presented his work on the registry. However, the process still must be tested before it is released for the public's use.

1. The committee discussed the next steps for the registry, and discussed the presentation of the registry for the Vision Conference. Ed will be available to help with this.
2. Jan asked that any suggestions and changes be sent to either her or Miranda, who will then forward them to Ed, no later than October 28.
3. Ed will e-mail the registry to Vickie Young, Sharon Pacyna and John Brown so they can test two of their programs.
4. The committee suggested possible ways to make the registry available to the public. It was suggested that when an agency wishes to enter a program, they must enter valid identification information and a password. An online form must be submitted to the Prevention Coordinator for approval. If the program is approved, it will be entered into the registry.
5. The committee also discussed ways in which the information from a specific agency / person can be changed. Again, valid e-mail identification information and the password are necessary. This person will be able to do maintenance of his or her own record only.
6. Miranda and Ed will meet within the next few weeks to discuss the static pages / templates.

IV. Resolution and Supporting Documents

1. The committee reviewed the draft job description for the Injury Prevention and Public Education Coordinator. Jan asked that any other comments be e-mailed to her by Monday, October 14.
2. The group also discussed their resolution document regarding the State Prevention and Public Education Committee. Comments are due to Jan by Monday, October 14.
3. The group made several changes that were recorded by Jan.

V. Plan for the Future

1. Jan disseminated the memo from Richard Watson about suggestions for a process after Vision has ended. The committee discussed each of the questions in detail.
 - ? Question 1 – In order to keep publicity, deadlines and expectations, the committee decided that the Commission on EMS should maintain its oversight responsibility.
 - ? Question 2 – To cut down on travel expenses, the group decided that they should explore alternative means of communication / meetings, such as video conferencing, teleconferencing, etc, with a face-to-face meeting once or twice a year.
 - ? Question 3 – The group decided that in order to receive the constituents' comments and consensus, there should be an

appropriate comment period prior to implementation. There will be time to discuss this issue at the Vision Conference.

- ? Question 4 – With committee involvement, there should be a centralized communication system with the EMSA staff.
 - ? Question 5 – It was suggested that an EMSA staff person could be a liaison to keep the committees on track. With a diminished EMSA staff, the members of the committee should share the workload, and explore alternate means of communication.
2. Jan will work on a synopsis of the discussion with Miranda and will send it to the members of the committee.

VI. Last Meeting

The final Prevention and Public Education meeting will be held on November 25 from 3:00-7:00pm, at the Sheraton Hotel in San Diego. At this celebratory meeting, the members will discuss ideas for the transition to the on-going Prevention and Public Education committee. The committee will then go to dinner. The Vision Office will also arrange for a conference call for any member who is unable to attend the meeting.